

# Minutes Tempe Historical Museum Advisory Board June 6, 2013

Minutes of the Tempe Historical Museum Advisory Board recorded at 4:05 p.m. on June 6, 2013, within the Tempe History Museum Board Room, 809 E. Southern Avenue, Tempe, AZ.

**City Staff Present:** 

(MEMBERS) Present:

Shirley McKean Dr. Amy Douglass, Manager, Tempe History Museum

Mark Hubble Nikki Gusz

Mary O'Grady <u>Guest(s) Present:</u>

James Schoenwetter

Anne Chandler, Tempe Historical Society Board member
Nancy Ryan, General Plan 2040 Project Manager

(MEMBERS) Absent:

Robert McKinley

Meeting convened at 4:00 p.m. Shirley McKean, Tempe Historical Museum Advisory Board Chair, called the meeting to order.

#### Agenda Item 1: Consideration of the April 4, Meeting Minutes

- Shirley McKean, Tempe Historical Museum Advisory Board (Museum Board) Chair, presented the April 4, 2013 Museum Board meeting minutes to the Museum Board members for review and consideration.
- MOTION: Jennifer Wagner moved to approve the April 4, 2013
   Museum Board meeting minutes as presented.

SECOND: Mark Hubble seconded.

DECISION: April 4, 2013 Museum Board meeting minutes approved as presented.

## **Agenda Item 2: Communications Report**

There were no communications

#### Agenda Item 3: General Plan 2040

- Nancy Ryan, General Plan 2040 Project Manager, gave the Museum Board an overview
  of the next general plan that will guide the growth and change of Tempe for the next
  twenty years. Arizona state law requires that a comprehensive and long term plan be
  adopted every ten years.
- She reviewed the Guiding Principles for the General Plan:
  - Balanced Land Use

- Enhanced Quality of Life and Neighborhood Preservation
- Increased Economic Vitality
- Sustained Mobility/Greater Accessibility
- Sustainability and Environmental Stewardship
- Ms. Rvan also reviewed the six chapters that are required to be included in the plan:
  - Land Use and Development
  - Economic Development
  - Circulation
  - Conservation
  - Open Spaces, Recreation and Cultural Amenities
  - Public Facilities and Services
- She discussed the overriding goal and objectives for Tempe's cultural amenities. The goal is to "enhance and promote Tempe as a diverse, stimulating cultural, library and arts community where cultural amenities inspire and enrich people's lives and experiences."
- Ms. Ryan displayed maps showing projections for Tempe's population, employment and housing through 2040.
- Ms. Ryan concluded by describing the process for the development of the General Plan, including public review, Council hearings and the ratification vote. She encouraged the Museum Board members to submit comments and passed around comment sheets.

## Agenda Item 4: Collections Management Policy

MOTION: Mary O'Grady moved to approve the revised Collections Management Policy with stated formatting corrections.

SECOND: Mark Hubble seconded.

**DECISION: Revised Collections Management Policy approved with stated** 

formatting corrections.

## Agenda Item 5: Code of Ethics

MOTION: Jennifer Wagner moved to approve the Code of Ethics as presented.

SECOND: Mark Hubble seconded.

**DECISION:** Code of Ethics approved as presented.

## Agenda Item 6: National Accreditation

- Dr. Douglass gave an update on the two remaining documents that are required by the American Alliance for Museums (AAM) for accredited institutions.
  - Disaster Preparedness and Emergency Response Plan: The committee consists of Dr. Douglass, Dan Miller, Exhibits Coordinator, Josh Roffler, Curator of Collections, Jared Smith, Curator of History and Dr. Schoenwetter as the Board representative. The committee met on May 24.
  - o The committee did a risk assessment to identify the risks needed to be addressed in the plan.
  - o Dr. Douglass presented to the committee an online template that will assist in laying out the disaster preparedness plan. Various assignments were made to each committee member to gather information for the plan.

- The committee also met with Sergeant Renwick from the Tempe Police Department's Homeland Security Unit to get his feedback and advice on devising the plan.
- o The committee also will speak with the Fire Department and Risk Management.
- The committee is in the data gathering phase and will continue working on the plan over the summer.
- Strategic Plan: The strategic planning process has been postponed until the fall of 2013.

#### Agenda Item 7A: Report - Public Programs Representative

- Shirley McKean, Public Programs Committee representative and Museum Board Chair, commented that there was an overflow crowd for the Senators' performance on May 4th.
- The last Third Thursday on May 16<sup>th</sup> featured Mayor Mark Mitchell talking about the future of Tempe. He was optimistic of Tempe's economic future and alluded to the announcement that was made two weeks later about the \$600,000,000 development along Tempe Town Lake.
- Upcoming events include the Composition Competition Winners' Concert on Thursday, June 13. It will be a free classical music concert with original compositions by the two winners of last year's Composition Competition. The event is co-produced by Classical Revolution Phoenix.

## Agenda Item 7B: Report - Policy, Procedures and Accessions

- Jennifer Wagner, representative on the Policy, Procedures and Accessions Committee (P, P & A) stated that there are currently 14 provisional deposits.
- New provisional deposits include photographs of Fenn Hart, Tempe's first mayor; ASU architecture professor James Elmore's Rio Salado collection; and a binder of documents related to Tempe government from Rudy Campbell, Tempe's first elected mayor.
- There are no new acquisitions or new loans.

#### Agenda Item 7C: Report - Tempe Historic Preservation Commission

There was no report.

## Agenda Item 7D: Report - Tempe Historical Society

- Anne Chandler, representative to the Tempe Historical Society Board (Society Board), stated that the Program Committee of the Society Board is planning a March fundraiser at Monti's restaurant.
- The Society Board will be hiring a firm to assist with a marketing plan.
- The Society's web domain has been taken by a Japanese company and a new domain must be obtained.
- The fundraising goal for the booklet based on the medical exhibit almost has been met.

## Agenda Item 7E: Report - Oral History Program

- Bob McKinley, Oral History Program representative, was absent; Dr. Amy Douglass gave the report.
- Susan Jensen has completed 65 transcriptions. These include many oral histories conducted with African American Tempe residents which have been invaluable for the African American booklet project.

- Volunteer Jen Sweeny is continuing with cataloging new oral history interviews; this is a priority project.
- The next meeting of the committee will be on August 7, 2013.

## Agenda Item 8 - Board Member Announcements

• There were no announcements.

# Agenda Item 9 - Future Agenda Items

• No new agenda items were identified

The next meeting of the Tempe Historical Museum Advisory Board is scheduled to take place at 4 p.m. on September 5, 2013 in the Tempe History Museum Board Room, 809 E. Southern Avenue, Tempe, AZ, 85282.

## Meeting adjourned at 5:00 p.m.

Prepared by: Dr. Amy Douglass, Tempe History Museum Manager

Shirley McKean, Chair, Tempe Historical Museum Advisory Board